

**BY ORDER OF THE COMMANDER  
HEADQUARTERS 377TH AIR BASE WING (AFMC)  
KIRTLAND AIR FORCE BASE,  
NEW MEXICO 87117-5606**

**KAFB INSTRUCTION 34-107**

**1 APRIL 1998**

**Services**



**FAMILY CAMPGROUNDS REGISTRATION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive 34-1, *Air Force Services Combat Support Programs*. It prescribes procedures for parking privately-owned recreational vehicles (RVs) on the family campgrounds on Kirtland Air Force Base. It pertains to 377th Air Base Wing and associate units, active duty and retired military personnel, contractor personnel with a club card and Kirtland civilian Department of Defense personnel. This publication is affected by the Privacy Act of 1974. The system of records required by the instruction is authorized by 44 United States Code (USC) 3101 through 3107, 3301 through 3314 and USC 555 and 556. Each form is subject to Air Force Instruction 37-132, *Air Force Privacy Act Program*, guidelines.

**1. Use of Campgrounds .** The 377th Services Squadron Outdoor Recreation Office (377 SVS/SVRO) will grant authorizations to those individuals authorized to park privately-owned recreational vehicles (RVs) in the family campgrounds (FamCamp), on a space-available basis. SVRO will grant first priority to active-duty members with orders to Kirtland Air Force Base. SVRO will grant authorization to all others on a first come, first serve basis.

**2. Responsibility.** 377 SVS/SVRO establishes procedures for ensuring only authorized personnel are permitted to use the FamCamp and maintains records on vehicles parked at the family campgrounds.

**3. KAFB Form 385 .** Individuals desiring to use the FamCamp area must report to building 24250, located at the corner of F and Erwin Streets, to register their vehicle on a KAFB Form 385. The FamCamp manager will keep two copies of the form and the user will place the third copy on the front window of the RV.

**4. Form Prescribed :** KAFB Form 385, **FamCamp Registration.**

RICHARD W. GRAVETTE, Lt Col, USAF  
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